

**CHARTER REVIEW COMMITTEE**  
Meeting Minutes

**For the Meeting Held On :** July 27, 2015

**Meeting Time :** 6:30 pm

**Location :** Council on Aging – Media Room

**Address :** 328 North Main Street, East Longmeadow, MA

**Meeting Posted On...**      **Day:** Monday      **Date:** 07 / 20 / 2015  
(48 hrs required)

**Is Meeting Being Recorded by Digital Recorder:** Yes ☒ No ☐

**The Minutes of this Meeting are being taken by:** Marge Larocca

**Committee Members:** (check if attended)

Dawn Starks	<input checked="" type="checkbox"/>	Russell Denver	<input checked="" type="checkbox"/>	William Fonseca	<input type="checkbox"/>	George Kingston	<input checked="" type="checkbox"/>
Larry Levine	<input checked="" type="checkbox"/>	Eric Madison	<input checked="" type="checkbox"/>	Raymond Miller	<input checked="" type="checkbox"/>	Tom O'Connor	<input type="checkbox"/>
Ralph Page	<input checked="" type="checkbox"/>						

**Attendees:** Conrad Wiezbicki, Marge Larocca

**Did the Chair release any prior Executive Session Minutes?**

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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**Dates of Executive Session Released :**

**TOPIC / MATTER #1**

**Discuss Current Status & Future of Town Government**

**Summary of Matter Discussed :**

- The Chairman opened the meeting. She stated that an invitation was sent to all appointed boards and committees inviting them to attend tonight's meeting and read a statement: *"The members of the Charter Commission thank you for this opportunity to meet with your board. Our interest in meeting with you is to get this Board's opinion on what works well for your Board, and what doesn't work well for your Board under our current government structure. To that end, we would ask that discussions and comments be directed toward the effectiveness and operations of your board and its role in the current and potential future governmental structure. While we value your personal opinions on potential structural changes to our Town's government, we would appreciate it if those personal opinions be pertinent to the function of the board on which you serve. Thank you again to taking the time to share your thoughts with the Charter Commission."*
- The Chairman invited Mr. Wiezbicki to speak about the Capital Planning Committee. Mr. Wiezbicki stated that the Capital Planning Committee (CPC) provides a vital role in how the Town's money is being spent. He gave a description of creating a 5-Year Plan by the Capital Planning Committee. He added that a budget needs to be created to deal with capital projects. A description was given about how the CPC deals with capital project requests that are received from the departments in Town.
- Mr. Wiezbicki was asked about changes that he would like to see that would help with the mission of his committee. He responded that government needs to be more functional and better communication is needed between departments. Discussion followed about the Annual Town Meeting being the driver of the schedule for capital projects, projecting the costs of capital projects and the handling of unused funds for closed capital projects. Discussion followed about borrowing and bonding for capital

projects.

- A discussion began about issues with appointed boards. It was stated that once they are appointed, they are autonomous, receive no direction from the Board of Selectmen, and there is no unified strategy or plan for the Town. It was said that there are problems having people to serve on boards, that people have to be recruited to serve and the Board of Selectmen do not get involved in the process. It was noted that appointed boards are making policies and that the elected boards should be doing that.
- Mr. Madison spoke about the Appropriations Committee attempting to bring together the three biggest elected boards, and that there was no interaction from them. He added that decentralization is not working for the town.
- Discussion followed about some of the duties of a town council, advisory boards, and about appointing people to boards.

**Documents or Exhibits for this Matter:**

- None

**Votes Taken Under this Matter :**

- None

**7:53 PM: Motion to Adjourn**

**Next Meeting: August 6, 2015 – 6:30PM – 328 North Main St. – Media Room**

<b>MEETING FOLLOW UP:</b>
<b>PRIOR MEETING NOTES:</b>
Draw up bios for Charter webpage ~ <i>Completed</i>
Write monthly updates for webpage ~ <i>Ongoing</i>
October 15, 2015 – date for Public Hearing